

Senior IT Manager's Meeting 12/04/02

Attendance

Nancy Huang, Jeremy Warren, Sandy Wine, Jerry Janssen, Walt Harrop, Chris Cornwall, Russ Richards, Rich Beeler, Peter Mandics, Joan Bundage, Tom Defoor, John Fenton, Nancy Soriede, Bob Kolher, Kevin Kelleher, Don Mock, Kirk Thoning, John Sheldon, Bruce Ross

12pm EST, Conference Call

Decisions

None

New Action Items

Russ Richards – E-mail out the NOAA and OAR Security Training Policies

Sandy Wine – List of suggested training that meets the requirements

Rich Beeler – Send the 18-month migration plan to Barry West (example of migrating from Word Perfect to MS Word that was sent out to the TCCR a while ago) – **Ongoing**

Nancy Huang – Provide recommendations for the sensitive of various IT functions for the position risk and sensitivity data call

Review of Old Action Items

Sandy Wine – Find System Admin Training memo from Tom Pyke – **Was only applied, no actual documentation from Tom Pyke.**

Rich Beeler – Send the 18-month migration plan to Barry West (example of migrating from Word Perfect to MS Word that was sent out to the TCCR a while ago) – **Ongoing**

Sandy Wine – E-mail out a copy of the image format fact sheet – **It ended up as more than that, but it is Done. If you are going to do this at a lab level just make sure you go through Rich. SEC was licensed for \$475.**

Sandy Wine – Send out her list of products that people were interested in and who else in NOAA has a similar requirement – **Done, Mathworks and Statistal packages.**

Sandy Wine – Contact PTO and make an inquiry on whether or not Unisys has filed an extension on the LZW compression patent – **Done**

Sandy Wine – Contact Jim Kelly (RSI Products Manager) and request him to consult his company attorneys to determine whether or not it is legal to generate .gifs from IDL 5.3 - **Done**

Sandy Wine – Post the OAR Op. IT Plan on the Senior IT Manager web site – **Done**

Meeting Minutes

Training Policy (Nancy)

- OAR's training policy is posted on the web
- Tom Defoor suggested that the requirements for ITSO's and System Administrator be "mapped" to SANS (or other recommended security courses) by NOAA's IT Security Office. The CIO's office will make an inquiry to Becky Vasvary to provide a suggested source list by position.
- Russ will send out his copy of the NOAA policy and Jeremy will post it on the website
- NOAA is paying more attention to this because they will have to rate all exhibit 300b systems – the NOAA CIO's office will be writing something up on this
- We need to establish the IT chain of authority to pass directives down. We can cc the AA chain, but it should be coming from the IT people

Remote Access Policy (Jeremy)

- Short turn around time
- Specific policy changes should be sent to Jeremy by COB
- We can come up with our own Remote Access Security Agreement
- Level 4 remote control needs to be clearer to exclude general user use (on SA/root level access to a network node)

TCO (Jeremy)

- NOAA coming up with a template
- Problem with various levels of use
- NASA examples, Odin contract for seat management (on GSA website)
- John Parker in FSL may have experience
- What is OMB going to do with this info? Probably cut cost
- What about other IT money that doesn't fit into the standard desktop
- Problems separating the cost of development from the standard desktop

Position Risk and Sensitivity (Nancy)

- The examples and the document don't coincide very well. Kevin just used the example
- It's very subjective in a lot of ways and the exceptions at the end through a lot of it off
- NSSL Deputy Director scored out the highest (at a moderate), Computer and Scientific positions were generally low risk (due to small sphere of influence and oversight)
- Cost for sensitivity checks is commensurate with the level that they are evaluated to Low is \$85, Moderate is \$197, and High is like \$2850
- SES Lab Directors would be High risk, ST's would be Moderate and the others would be low

- It you have people with a level of security clearance where do you put them? You put them in the level of their job – not necessarily a higher level just because they have that level of clearance
- Everyone uses a computer – do they all qualify as ADP? Doesn't that make everyone an ADP position
- Due December the 9th
- Nancy will meet with OFA CIO and Kristin Kniskern to come up with some answers for how this should be standardized into a few categories that are semi-standards throughout the organization (ITSO's, CIO's, System Administrators, COTR's, etc)

Performance Plan Input (Nancy)

- It's suppose to be around 20%-25%, but it's up to the individual labs
- You can either add the entire element that Nancy sent out or you can spread out the activities among existing elements
- These are samples so people can adapt and customize as needed
- Next year Nancy will have to provide more official feedback to the performance plans

Observing Systems Architecture (Nancy)

- Training sessions out in Boulder on implementing architecture plans by Sid Thurston
- Nancy will forward on information as she gets it
- Feel free to contact Sid Thurston in OGP to provide more input

OMB Hearing (Nancy)

- Emphasis on IT Security and Capital Planning
- They want more exhibit 300's and the quality of IT management at DOC will impact FY04 pass backs
- IT Security Initiative is still alive for FY03

Section 515 (Nancy)

- So far no requests
- The working group is still putting together a request tracking system

A76 (Don)

- DOC/NOAA has approved it
- Does OMB need to approve it?
- No one knows what OMB's stance is
- Bush wants to re-emphasis this, so what is the period of no double-jeopardy for what we've already done before he same people have to go through this again? (think it's every 5 years)
- Can we find out if OMB has approved it? (Betty Hess got something on it, but couldn't find it)

Boulder Security Person (Nancy)

- Jerry will speak with the Boulder Directors at their next meeting on the 16th
- A package for the NCIRT to have a satellite office in boulder with one person and an IDS system was approved. However, due to the CR all new funding is on hold.

Next Meeting tentatively scheduled for January 15th